



INFORMATION SECURITY POLICY

Information Technology (IT) is an integral and critical component of Indian Ocean General Assurance Ltd (IOGA) daily business. This policy seeks to ensure that IOGA's IT resources efficiently serve the primary business functions of IOGA ensuring access and flow of information for sound decision, provide security for IOGA and client's electronic data and comply with respective laws and regulations of Mauritius and industry norms and international best practices. It ensures confidentiality of our customers and other stakeholders. IT resources include hardware (computers, servers, peripherals), software (licensed applications, operating systems), network equipment (routers, firewalls, wiring), and IT personnel. The integrity of all IT resources is extremely important to the successful operation of IOGA's business.

All computer equipment, peripherals and software are IOGA property and are provided for business purposes. Proper use and control of computer resources is the responsibility of all employees. Intentional or reckless violation of established policies or improper use of IOGA computers will result in corrective action up to and including termination of contracts of employment or meted out with severe sanctions. Employees should also be aware that any work completed on IOGA computers is subject to monitoring and review, and they should not expect their communications to be private.

This information security policy is a general description of IOGA's IT Security Policy and is supposed to guide and help employees and interested parties to understand their role in ensuring the confidentiality, integrity and availability of information assets.

The main objectives of the policy are:-


1. IOGA ensures by its IT System and its Security measures, that the confidentiality, integrity and availability of all its critical information and information processing facilities are safeguarded.
2. IOGA ensures that applicable regulatory, legislative and contractual requirements for information security are fulfilled, regularly monitored and updated.
3. IOGA ensures that it respects the intellectual property rights of any third party whose products are used for business purposes.
4. IOGA ensures that information is used only for official purposes.
5. IOGA strives to provide a secure working environment for employees, trainees, consultants and third parties.
6. IOGA shall develop a detailed set of enforceable policies, on a risk based approach for addressing all applicable controls for the IT System and its Security measures.
7. The responsibility for the execution of this policy rests with the Chief Executive Officer and Management of the Company. Each individual policy shall mention the ownership and

implementation responsibilities separately. The approved changes in any policy shall be communicated to the affected personnel by the Head of Department.

8. All breaches of information security shall be reported to the IT Team and investigated by mandated staff. Any violation or non-adherence to any policy shall be viewed seriously and will be liable for disciplinary action.

The Information Security Policy is ratified by the Board and implemented by the IT Officer with proper monitoring by the General Manager, Chief Executive Officer and Compliance Consultant.

The full Security Manual which must be strictly followed by all employees is available through the Internet.



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